



RESOURCES & DEVELOPMENT

MANAGEMENT DEPARTMENT

PLANNING AND DEVELOPMENT SERVICES FUNCTION

2004

Business Plan

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EXECUTIVE SUMMARY

The Planning and Development Services Function (Planning) of the Resources and Development Management Department (RDMD) (formerly the Planning and Development Services Department/PDSD) is charged by the Board of Supervisors and State and Federal laws and regulations with safeguarding the high quality of life in unincorporated Orange County by ensuring:

- The safety of new construction and development
- Efficient and equitable administration of the permitting and entitlement process
- Availability of a range of quality housing
- Protection of the physical environment, including preservation of sensitive habitat and wetlands, and
- Accurate forecasting of growth, development and demographic changes

These responsibilities are accomplished through planning, zoning, subdivision, grading and construction permitting and inspections, as well as community code enforcement.

Planning clientele is comprised of three principal groups: private project applicants, public agencies proposing projects and the public interested in these applications and projects. Examples of private applicant clients include architects, engineers, contractors, individual homeowners and developers. Public agency clients include all County as well as other outside public agencies with planning, environmental and construction permitting issues within the unincorporated County area.

Following significant downturns in building permit applications and revenues between 1998 and 2002, the Planning workforce was reduced by transfers, attrition and retirements. Six operation divisions were reduced to four through a reorganization, and building permit services costs were converted from a flat fee to a mainly time and materials cost-recovery system. These sweeping changes included, in part:

- Recruitment of a new director
- Changes in key management positions
- Changeover from a flat fee to a time and materials system for most Building and Safety permitting
- Reduction in overall staff from 204 regular positions to 167.

Economic Factors Leading to the Changes

City incorporations and annexations reduced Planning's geographical area of responsibility resulting in an approximate 40% reduction in building permits over four years from 1998-2002. The reduction in demand for building permit services resulting from City incorporations and annexations has not been offset by continued development in Ladera Ranch, Newport Coast and Newport Ridge. Neither did nor will the projected workload from the proposed new north and south county planned communities or the implementation of the Board's strategic priority for community revitalization produce significant revenue and workload within the short term. The

reduction in building permits from 1998-2002, combined with two building fee reductions during the same period, resulted in a shortfall of building permit (Fund 113) revenues of over \$8 million in Fiscal Year 2002-03. In response to the shortfall, Planning took numerous steps to immediately curtail expenditures.

These steps included:

- Elimination of 39 full-time regular positions
- Suspension of major purchases
- Elimination of most full-time Extra Help positions
- Reduction in computer development Automated Permitting & Processing System (APPS) contract
- Reduction in computer services contract
- Elimination of document conversion contract
- Elimination of use of contracts in Building Permit Division
- Offered early retirement to eligible staff, resulting in 8 early retirements

At the same time, Planning took on some new, unfunded responsibilities stemming from the additional duties imposed by its role in the Regional Water Quality Control Boards' storm water permits pursuant to the National Pollutant Discharge Elimination System (NPDES).

Planning's success for 2004 calls for cooperative efforts with other departments to implement the County's strategic plan for public protection, construction of infrastructure, and natural habitat enhancement and protection. Additionally, the Department faces long-term challenges.

- Building and grading permits are forecasted to decrease over the next 2-3 years as the Newport Coast and Ladera Planned Communities are completed.
- At the same time, planning for new communities will be at its highest in twenty years with the Rancho Mission Viejo, East Orange and Aera Energy projects.
- Finally, Planning must continue with other County departments to administer the State's unfunded mandate of providing more affordable housing, and enforcing the unfunded federally-mandated NPDES as defined in the Clean Water Act, and the Regional Water Quality Control Boards' permits.

MISSION & GOALS

A. MISSION STATEMENT

To safeguard the high quality of life in unincorporated Orange County through stewardship of the environment, application and enforcement of building, water and grading regulations, and planning of strategically balanced communities.

Planning's function is quite straightforward, yet very complex. Planning's focus is to plan for and implement county policies and regulations that govern private and public development projects within the unincorporated regions of Orange County. However, this involves numerous levels of service including planning, environmental evaluation, permitting and community code enforcement. Implementation of these activities requires teamwork within a multi-disciplinary spectrum of specialties such as land planners, engineers, geologists, building inspectors and environmental experts, to name only a few.

Without the services that the Planning Division provides, the very quality of life that makes Orange County among the most desirable living locations in the world would be at risk. The crucial decisions and recommendations regarding the zoning of where one can build a commercial site, a multi-family site, single family dwellings or leave to be undisturbed open space determine the viability of the community as an enviable place to live. To bring all the interests together and from the multitude of demands create the proper mix of living space, working space and service needs and availability is among the most significant functions that government has to offer.

The Department's new organizational structure (see Appendix A) consists of two complementary divisions that provide planning, environmental, and development services. Planning also provides support to the Planning Commission, Zoning Administrator and Subdivision Committee.

B. DEPARTMENTAL GOALS

To Provide:

Goal #1

- ***A safe living, working and recreational environment by requiring and enforcing the appropriate building, grading and construction standards***

Goal #2

- ***Availability of a wide range of quality housing opportunities throughout the unincorporated areas of Orange County***

Goal #3

- ***Preservation of open space and protection of sensitive habitats, waterways and wildlife***

2004 OPERATIONAL PLAN

OVERVIEW

The following operational plan provides Planning's Goals and Strategies proposed to attain these Goals. Additional sections address Planning's preparations to minimize Net County Cost and highlight the challenges that the Department will face in executing its operational plan.

Goal #1

- ***A safe living, working and recreational environment by requiring and enforcing the appropriate building, grading and construction standards***

CLIENTELE

Planning's clients fall into one of three principal categories: private applicants, public agencies, and the public interested in these applications and projects. Although the nature of the services offered to the private and public agency sectors is similar, the methods by which these services are carried out often differ. The following sections describe the composition of Planning's clientele and anticipated changes in future client profiles, as related to each strategic goal.

Private Sector

The private sector component of Planning's client profile includes any private entity involved in planning, environmental compliance and development processing within the unincorporated areas of the County. The mix of private sector clients and their accompanying service demands is varied. Examples of Planning's private sector clients include architects, engineers, contractors, individual homeowners and developers. The needs of these clients vary in terms of scope and complexity. From multi-million dollar regional shopping centers to individual homeowners wishing to construct a room addition or swimming pool, Planning is dedicated to serving all private sector clients in an efficient and fair manner.

Public Sector

Planning's highest priority public sector clients are the Board of Supervisors and the Planning Commission. Planning is responsible for preparing plans and programs required by local ordinance and state law for action by the Planning Commission and Board of Supervisors, including compliance with environmental regulations. Planning acts as the lead agency for recommendations on all discretionary actions related to planning, environmental compliance and development to these two decision-making bodies.

Additionally, Planning's public sector clients include other County departments and agencies.

SERVICE DEMANDS

Private Sector

Planning provides planning and development services to more than one-third of Orange County's geographic area. The unincorporated area is comprised of more than 190,000 acres, of which 54,400 are located within the Cleveland National Forest. Build-out of major planned communities continues to occur in the foothill and coastal areas of south Orange County. Noteworthy is the development activity occurring in Newport Coast in the coastal area, as well as Ladera Ranch and Coto de Caza inland of I5 Freeway. Sections of Newport Coast and Santa Ana Heights were annexed into Newport Beach in 2003, although the County continues to handle the permitting process of the new construction within Newport Coast. Planning also maintains its role with two Planning Commissioners on the Talega Joint Power Authority that was created to facilitate the transition of Talega Valley (Rolling Hills) to the City of San Clemente.

Development activities in the new community of Ladera, located southeast of Crown Valley and Oso Parkways, and Newport Coast and Newport Ridge¹ adjacent to the City of Newport Beach, remained constant through calendar year 2003 and are expected to do so throughout 2004. Planning's four divisions provide services as projects in these communities proceed through each phase of the development process. Planning also has commenced a multi-agency federal, state and local planning program for the 22,850 acres of the Rancho Mission Viejo's holdings in southern Orange County with expected development and habitat preservation activity related to this project to progress decades into the future.

Planning's private sector clients not only seek Planning's assistance with development-related issues, they also include individuals or groups with code enforcement related concerns. Cutbacks in 2003 have reduced Planning's Code Enforcement ability to respond in a timely manner to all complaints, but priority requests (threats to life or property) are handled as high priorities.

Planning's principal point of contact with its private sector clients is the Development Processing Center (DPC) located on the first floor of the Osborne Building (300 N. Flower St., Santa Ana). The DPC provides a single location that clients can visit to initiate, file and be issued the various applications necessary for land development. Additionally, Planning is committed to providing many resources on-line, including the virtual DPC, virtual stations where applicants can access these same services. The forms and filing instructions that are available at the DPC are available as online documents as well.

Planning's advanced technological service continues to be a trademark and a goal of the Department. As a result, much of Planning's business is gravitating on-line, to the convenience and ease of clients.

¹ The County and the City of Newport Beach entered into an agreement that provides for Planning to continue land-use processing in this area.

Public Projects

Planning offers the public sector component of its clientele many of the same services offered to the private sector, including environmental compliance, grading and related building inspection services. In addition, Planning manages Mutual Aid Agreements between the County and various cities in order to facilitate allocation of County personnel and equipment in response to “local emergency” conditions. Planning currently provides building damage assessment services to 16 cities in Orange County on an “as needed” basis.

Planning also is responsible for the implementation of development agreements. Many of the public benefits derived from these agreements involve infrastructure improvements. RDMD and other departments (e.g., Sheriff-Coroner, Library) coordinate efforts to bring these public benefits to fruition in a timely manner, and in full compliance with the provisions of the relevant development agreement. As annexations and incorporations occur that involve entitlements addressed in development agreements, there is a need to coordinate these activities with the affected city.

Services provided to our public sector clients include building plan check and inspection services. When additions or alterations are made to most County-owned or maintained facilities, they are subject to the same building codes as private sector facilities. Planning’s building plan check and inspection staffs provide these services to the various County departments for these purposes. Grading plan check and inspection services are provided to County departments in addition to school districts with school sites located in unincorporated areas.

To further expand and improve coordination between Planning and Public Facilities & Resources Department (PFRD), a Planning-PFRD Coordination Committee was established in 2003, including both Department Directors and other top management officials in an effort to bring the Departments closer together. Among the issues in discussion between the Departments are administration of NPDES functions, coordination of public facilities projects and restructuring of fee schedules. The collaboration will be facilitated by the merger of the Planning & Development Services and Public Facilities & Resources Departments into the newly formed Resources and Development Management Department (RDMD).

Another linkage between the County departments occurs as multi-disciplinary teams are established to guide key capital improvement projects under RDMD. As part of the subdivision process, plan check personnel coordinate activities with their RDMD counterparts to ensure that all improvements are built in accordance with appropriate County standards. RDMD Construction Division staff review arterial and local street improvements and the Planning staff focuses on grading improvements. Since Planning has a longstanding relationship within many unincorporated communities, Planning staff members frequently provide liaison and other coordinating services to assist other County agencies in the delivery of capital projects and in response to other, non-project related concerns.

Finally, Planning provides support in varying capacities to the County’s Emergency Operations Center (EOC). In the event of EOC activation, Planning staff members are trained to provide their expertise in addressing and resolving emergency situations. These efforts include identifying all personnel necessary for emergencies requiring Planning participation in the field and at the Emergency Operations Center according to the type and severity of the emergency. Moreover, Planning staff members are attending interim committee meetings to heighten

awareness and deepen participation with the ultimate goal of becoming leaders in emergency operation situations.

CHALLENGES

Planning provides planning services for the remaining unplanned territory in the unincorporated County area. For the year 2004, Planning continues to develop land-use recommendations for these regions, including Rancho Mission Viejo, East Orange, and Aera Energy Properties. Land-use strategies need to be developed that balance the county's need for additional housing, as well as the need to facilitate the completion of multi-agency watershed and habitat planning programs and major public infrastructure projects. The reunification of many of these services under the single departmental umbrella of the Resources and Development Management Department will expedite the planning required to meet these challenges, through such programs the National Pollutant Discharge Elimination Program (NPDES), Natural Communities Conservation Plans (NCCPS) for northern and southern Orange County and other similar endeavors.

In addition, an important segment of Planning workload calls for providing services to County islands, unincorporated areas of the County that are completely or partially surrounded by cities. Projects in these geographic areas typically require more community outreach and coordination with other public agencies. Use Permits and other discretionary permits for development in these areas make up a portion of the Planning Division caseload. Building-related permits (e.g., structural, plumbing, and electrical) contribute to the caseload of the Building Permits and Building Inspection Divisions. Zoning Ordinance, Nuisance Abatement Ordinance and other County code violation investigations for properties located within the County islands generate a significant portion of the code enforcement workload.

Gauging and managing the remaining flat fee services is among our greatest challenges. As we strive to implement a time and materials/cost-recovery based approach for as many of our services as is reasonable, we still must complete those already paid for, but still requiring significant commitment of employee time. We have taken as much information as available to us combined with the vast experience of the staff to produce the best possible projection for the time and expenses necessary to complete this task. Further, we are in the immediate process of eliminating all but the most basic services, those where the public safety need for compliance with the permit process is of greater significance than recovery of the costs, as well as those which the laws of the state and other superceding jurisdictions prevent us from altering, and placing them all under the time and materials system.

ECONOMIC OUTLOOK

Planning operates within three budgets consisting of budget 071 (Planning and Development Services), Fund 113 (Building and Safety), and budget 140 (Air Quality Improvement).

Budget 071 (Planning and Development Services) includes the costs of providing planning, zoning and sub-division services, and the Department's administrative and financial services. Budget 071 costs are funded by time and materials charges to project applicants and by the General Fund. Fund 113 (Building and Safety) includes the costs of providing building and grading permit services. Fund 113 is a special revenue fund so all costs are intended to be offset by fees or charges with no General Fund contribution. However, since 2002, this fund has required County General Fund contribution to stabilize the fund's cash flow, and depending upon future workloads and decisions related to updating fees, may require a County General fund contribution in subsequent years.

Cash flow will continue to be a challenge in Fund 113. To reduce the reliance on cash flow, RDMD Planning and Development Services has requested that the CEO consolidate the 113 Fund with the 071 budget and eliminate the special revenue fund. This request is pending. Attachment B is the five year strategic plan for Fund 113. In summary, it identifies a need to balance cost reductions and time and material revenues to respond to the projected reductions in building permits.

RESOURCES

As in all segments of public service, Planning faces the challenge of an uncertain economy. Although Orange County is less affected than most of the country, the final impact upon short-term development remains to be seen. Also, the unresolved status of the State budget crisis and how it may impact Orange County could create a resource imbalance in relation to future workloads.

KEY OUTCOME MEASURES

1. By reaching target number of building and home inspections requested/completed
2. Percentage of inspections/ reviews performed within 1 business day
3. Number of cases opened and closed by Code Enforcement
4. Turnaround time in response to Code Enforcement complaints

STRATEGIES

Service

- Restructure building inspection division along trade/discipline lines to facilitate workload assignments, encourage training and increase the overall internal efficiency
- Increase the level of service provided by this division and minimize the incidence of “no timers” (lack of time to complete scheduled daily inspections).
- Meet, work and collaborate with the Building Industry to finalize and implement a “Training and Procedures Manual”
- Implement an inspection and monitoring program for NPDES by providing all required inspections associated with grading and building permits.
- Increase Planning's public service and decrease turnaround time associated with the Plumbing/Mechanical/Electrical (PME) Plan Check process, by transferring some duties of PME Plan Check from Building Permit to the Building Inspection Division.
- Provide quality public information and planning services at the Development Processing Center (DPC)
- Maintain staff schedule for DPC to ensure adequate staff coverage and reduce counter cost by cross training counter staff
- Standardize procedure for processing private wastewater disposal systems to meet new State regulations

- Update the Manual of Standard Conditions and prepare a new Procedures Manual for processing Subdivision Map Act requests
- Effectively and efficiently process private and public project discretionary permit applications consistent with the County regulations and to manage the systematic continued implementation of Ladera PC, Newport Coast PC, as well as new communities such as Tonner Hills PC
- Implement a submittal checklist for use by project managers to ensure complete materials are submitted prior to distribution for review and comment, in order to more efficiently manage projects
- Implement a standardized correction plan check list for Residential Tract/Master building permit review to improve communications of necessary corrections required for zoning consistency plan check
- Conduct an online Client Evaluation Survey

Training

- Implement a comprehensive training and cross-training program aimed at improving procedural standardization and client expectation of fair, efficient professionalism in service
- Provide and validate all APPS training for all inspectors
- Develop a training schedule that permits State-required annual training of building inspectors to be conducted by departmental trainers during periods where (1) the weather prevents inspection work from occurring, or (2) inspection activity is slow.

Technology

- Enhance and expand Planning Internet & Intranet Websites and integrate into coordinated RDMD approach
- Merge systems with RDMD into coordinated RDMD system
- Extend APPS to cover additional planning services and expand into RDMD (former PFRD) service areas

PERFORMANCE MEASURE	FY 2002-03 RESULTS	FY 2003-04 PLAN	FY 2003-04 ANTICIPATED RESULTS	FY 2004-05 PLAN	HOW ARE WE DOING
#1 Number of building and home inspections requested WHY: To establish workload needs and service efficiency	76,080	*	70,000	70,000	03-04 results consistent with current workload
#2- Number of building and home inspections completed WHY: To ensure safety of new residential and non-residential construction	71,906	*	67,500	67,500	03-04 results consistent with current workload
#3- Percentage of inspections/reviews performed within (1) one business day WHY: To provide fair and efficient service to clientele	94%	*	95%	95%	No reduction in service
#4- Number of cases closed by Code Enforcement WHY: To protect public from threats to safety	522	*	200**	Eliminate 700 case backlog	Exploring alternatives
#5 - Percentage of plan checks performed within 10 business days. WHY: To ensure prompt and effective client services.	73%	*	75%	75%	No reduction in service
#6- Percentage of appropriate staff receiving training/cross-training in NPDES WHAT: State-mandated unfunded storm water program administration and inspection WHY: To reduce impact of pollutants on watersheds stemming from urban and storm water run-off	95%	*	98%	100%	No reduction in service

* Due to PDSD's financial crisis, no business plan was developed for 2003-04.

** Number of complaints has decreased during the year, but staffing has been reduced by 2/3 since 1/03.

Goal #2

- ***Availability of a wide range of quality housing opportunities throughout the unincorporated areas of Orange County***

CLIENTELE

Another, larger group of private sector clients consists of those future owners of new or refurbished homes and developments within the unincorporated area. Similarly, those who already live and work in Orange County stand to benefit from sustained and balanced planning and development within the County.

CHALLENGES AND RESOURCES

In accordance with the Board of Supervisors challenge to County departments to prepare a Community Revitalization Program for North County's existing unincorporated islands, Planning has dedicated resources to fully participate in the revitalization program, including implementation of the Housing Element. Planning activities will focus on implementing housing overlay zoning, and their related individual affordable housing projects as well as the continuation of Planning's Code Enforcement activities in these areas. Planning resources committed to code enforcement and community revitalization issues are not cost recoverable. However, Planning continues to explore alternate sources of funding including grant applications in an effort to offset the net county cost of providing these services.

KEY OUTCOME MEASURES

1. Number of new homes completed categorized by square footage and valuation
2. Number of affordable new homes entitled in low- and very low-income category, as defined in the General Plan Housing Element, through community revitalization efforts
3. Number of acres identified for additional affordable housing/other community revitalization related activity and development of those properties

STRATEGIES

- Create Housing Opportunity Overlay District that provide added incentive for increased affordable housing production
- Integrate Planning's Community Planning efforts, with an emphasis on the affordable housing provision, into the County's broader community revitalization program
- Complete implementation of Planning's Community Action Team white paper, including establishment of affordable housing permit processing "ombudsman" with developers, landowners, community groups and residents.

PERFORMANCE MEASURE	FY 2002-03 RESULTS	FY 2003-04 PLAN	FY 2003-04 ANTICIPATED RESULTS	FY 2004-05 PLAN	HOW ARE WE DOING
#1- Number of new homes completed, categorized by building type. WHY: To ensure fair housing opportunities for all residents	2386 (1228 Single, 1158 Multi)	*	2224 (1088 Single, 1136 Multi)	1750 (1300 Single, 450 Multi)	Results dependent upon development by private sector
2- Submit a General Plan (GP) Annual Progress Report to Board of Supervisors, then forward to State HCD and Governor's Office of Planning & Research (OPR). WHAT: Demonstrates County progress in implementing update of GP and meeting share of Regional Housing Needs Assessment (RHNA) for 199-8-2005 reporting period WHY: Per GC 65400 (b) (1) compliance with RHNA goals	N/A	*	Submit Annual Report to Board of Supervisors 6/04	Submit Annual Report to State 10/04	Annual plan will be submitted in time

* Due to PDSD's financial crisis, no business plan was developed for 2003-04.

Goal #3

➤ *Preservation of open space and protection of sensitive habitats, waterways and wildlife*

In addition to processing plans and permits and managing other development-related services, Planning is the principal County agency responsible for ensuring compliance with the California Environmental Quality Act (CEQA), the National Environmental Protection Act (NEPA), and the Natural Community Conservation Program (NCCP); and is a key agency in the implementation of the Federal and State Endangered Species, Clean Air and Clean Water Acts (including the National Pollutant Discharge Elimination System [NPDES]).

CLIENTELE AND SERVICE DEMANDS

Similar to private client services, Planning serves as the principal County agency for the implementation of CEQA, NEPA and the NCCP for public project clients. In addition, Planning is a key agency in the implementation of federal and state Endangered Species and Clean Water Acts for public projects.

Because of the complementary nature of their roles within the County's regulatory environment, Planning works very closely with and maintains close professional ties with other operations within the new Resources & Development Management Department. For example, Planning's Environmental Planning Services Division (EPSD) manages environmental clearances for RDMD's infrastructure projects. Planning also extends these services to other agencies or special districts where the Board of Supervisors has determined that such service is appropriate.

And, as a result of the addition of NPDES duties, Planning has added a new task, but not a new class of client as had been expected. Planning's role in NPDES monitoring focuses only on the existing clientele of the department, parties involved in new construction within the unincorporated areas.

CHALLENGES AND RESOURCES

The single largest challenge in terms of activity and resources stems from our duties and obligations arising from the National Pollutant Discharge Elimination System (NPDES). Following a reduction in staff and additional budgetary constraints, Planning planners, plan checkers and inspectors find themselves with larger caseloads and additional duties. Most costs are being recovered through time and materials charges currently, but a separate fee for NPDES inspections may be needed in the future.

KEY OUTCOME MEASURES

1. Number of acres added to permanent private open space
2. Number of acres of sensitive habitat enhanced or created through mitigation banks
3. Number of environmental documents completed
4. Percentage of appropriate staff receiving training/cross-training in NPDES

STRATEGIES

- Implement recommendations arising from NPDES audit of June 2003
- Implement a comprehensive NPDES training and cross-training program aimed at achieving procedural standardization and client expectation of fair, efficient service
- Augment current program to monitor the installation and establishment of biological mitigation measures required as mitigation for development projects
- Provide support to the County's efforts to adopt a Natural Community Conservation Plan/Habitat Conservation Plan and a Special Area Management Plan/Master Streambed Alteration Agreement for the Southern Sub region
- Schedule environmental planning staff to attend CEQA and NEPA workshops
- Initiate an in house CEQA training program to improve staff understanding of CEQA and NEPA
- Process all environmental documents in an accurate and timely manner following State CEQA Guidelines and County CEQA procedures
- Coordinate the preparation of CEQA documents with appropriate County and outside County reviewers
- Maintain accurate and complete project files
- Monitor workloads to ensure the timely processing of a project
- Maintain and update forms, instructions and procedures
- Convert CEQA logs and records to a more "user friendly" format

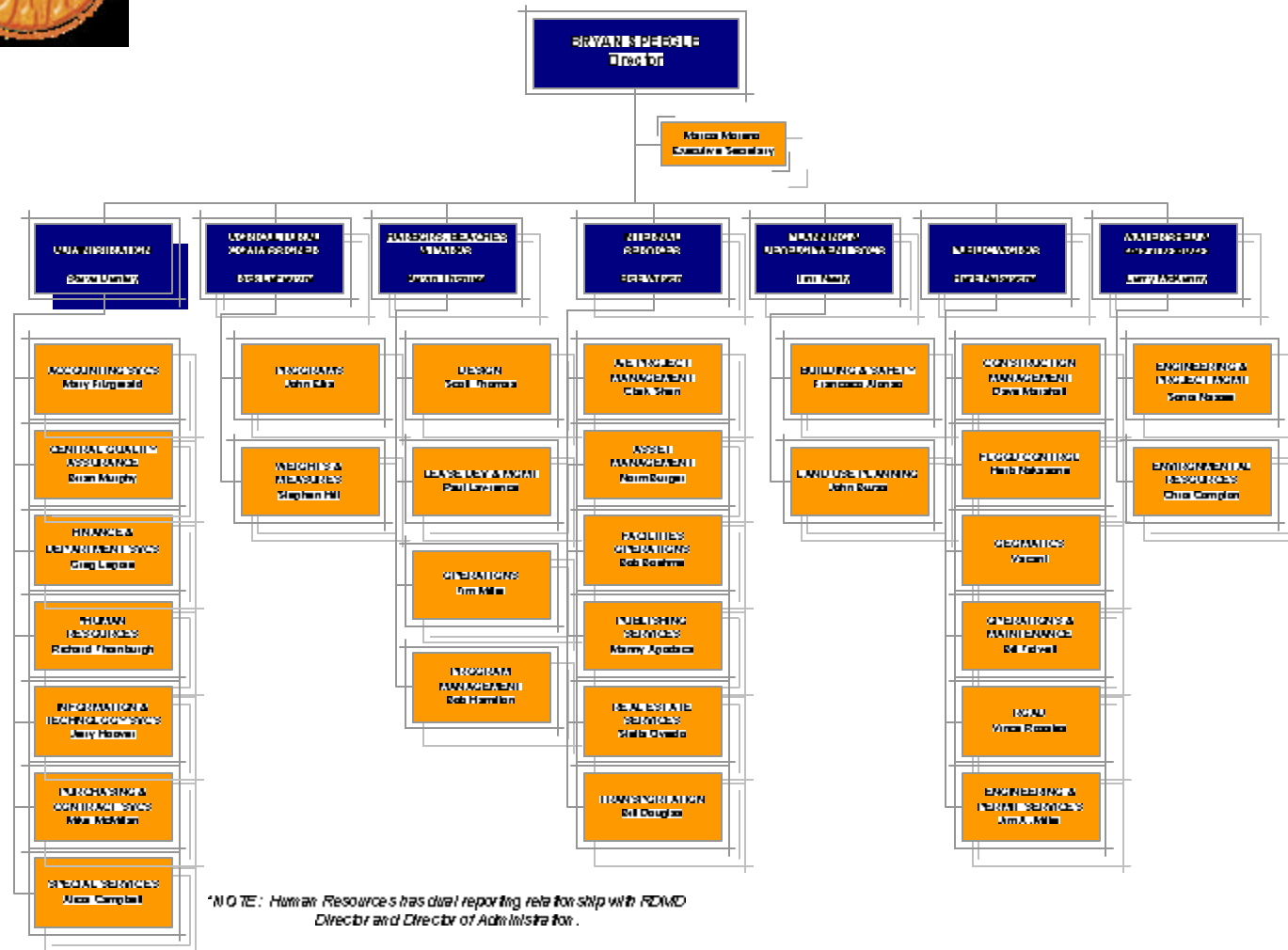
PERFORMANCE MEASURE	FY 2002-03 RESULTS	FY 2003-04 PLAN	FY 2003-04 ANTICIPATED RESULTS	FY 2004-05 PLAN	HOW ARE WE DOING
#1- Number of acres added to permanent private open space or recreation WHY: To protect County's open spaces and expand recreational opportunities	1,079	*	46 acres	500 acres	Results dependent upon development by private sector
#2- Number of acres of sensitive habitat enhanced or created through mitigation banks WHY: To ensure preservation and restoration of County's natural habitats	79.5	*	300 acres	150 acres (initial development of Tonner Hills; could be much higher pending progress of Ranch Plan)	Results dependent upon development by private sector
#3- Number of environmental documents completed WHY: To ensure environmental protections through mitigation of impact stemming from new project implementation	1178	*	1180	1150	03-04 results consistent with current workload

* Due to PDSD's financial crisis, no business plan was developed for 2003-04.

Appendix A Departmental Organization Chart



Resources & Development Management Department



**RESOURCES & DEVELOPMENT MANAGEMENT DEPARTMENT (RDMD) - PLANNING
STRATEGIC FINANCIAL PLAN (5-YEARS)
FUND 113 - BUILDING & SAFETY
BLDG PERMIT WORKLOAD FORECAST
FISCAL YEARS: 2004-05 - 2008-09**

	FY 04-05	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Permit Type	Proj Permits to be Issued	Proj Permits to be Issued	Proj Permits to be Issued	Proj Permits to be Issued	Proj Permits to be Issued
CP Change Plan	-	-	-	-	-
DM Demolition Permit	79	61	29	18	5
EL Electrical	1,462	1,465	724	451	126
GA Rough Grading	18	18	18	17	17
GB Precise Grading	173	176	175	174	174
ME Mechanical	214	218	106	65	18
NR Non-Residential	547	554	553	552	552
OW Oil Well	-	-	-	-	-
PB Plumbing	1,121	1,123	560	348	97
PL Plastering	-	-	-	-	-
PS Portable Spa	16	16	8	5	1
RS Residential	2,121	2,125	2,115	2,094	2,094
RT Residential Tract	542	489	218	120	34
RW Retaining Wall	463	463	226	140	39
SA Spa	124	123	124	124	124
SB Sign	140	148	138	137	137
SI Special Investigation	32	33	32	32	32
SL Solar	16	16	16	16	16
SW Swimming Pool	343	347	175	109	31
TU Temporary Use	18	18	18	18	18
Total Flat Fee Permits	1,751	583	583	583	583
Subtotal	9,181	7,976	5,819	5,003	4,099

APPENDIX C

Planning and Development Services Function

Management Team

Bryan Speegle, Director, Resources & Development Management Department

Tim Neely, Director, Planning Division

Walter Krause, Planning and Development Services, Administration

Francisco Alonso, Planning and Development Services, Building & Safety

John Buzas, Planning and Development Services, Planning

APPENDIX D

Planning and Development Services Function

Labor-Management Team

Harry Huggins, Team Leader of RDMD LMC

PDSF Members:

Ken Baer, Sr. Building Inspector

Walter Krause, Planning and Development Services, Administration

Francisco Alonso, Planning and Development Services, Building & Safety

Forrest Rowe, Sr. Building Inspector

Scott Priegel, Building Inspector IV

Frieda Hampton, Secretary to County Building Official

Mary Davis, Orange County Employees Association Representative

Tony McCombs, Building Inspector IV

Zack Faqih, Civil Engineer

APPENDIX E

Business Plan Team

Bryan Speegle, Director, Resources & Development Management Department

Tim Neely, Director, Planning and Development Services Function

Walter Krause, Planning and Development Services, Administration

Francisco Alonso, Planning and Development Services, Building & Safety

John Buzas, Planning and Development Services, Planning

Frank Tuanai, Financial Support

Laree Brommer, Senior Staff Analyst, Information Services

Brian Murphy, Chief, Central Quality Assurance

APPENDIX F

Accomplishments

Planning achieved several milestones in calendar year 2003. The most significant of these include:

- Assisted nearly 8,000 customers at the public planning counter, managed over 12,000 ministerial permits, and processed approximately 115 discretionary permits for approval by the Board of Supervisors, Planning Commission or Subdivision Committee
- Implemented Time & Materials Deposit & Fee System for Building and Safety through use of Automated Permitting and Planning System (APPS)
- Transitioned Santa Ana Heights into incorporated Newport Beach
- Passed first National Pollutant Discharge Elimination System (NPDES) permit review by the regional water quality boards
- Improved coordination with other county departments and agencies
- Awarded Jobs/Housing Incentives Grant by State Department of Housing and Community Development in amount of \$495,772